

ARMY
COMMUNITY
SERVICE

7264 Normandy Drive
Fort Riley, KS 66442
Ph: 785-239-9435

rile.dmwracs@conus.army.mil

FRUSTRATED when searching for a job? Do you ask yourself what's out there for me? Can I afford to go to work? Employment Readiness Program wants to help!

Tell us what you need and/or what's important to you when searching for a job in the Ft Riley and Greater Flintheads Community.

Help us make a difference, take this five minute survey.

Job Seeker Survey
<http://www.zoomerang.com/Survey/WEB22AV5DJL79Y>

For further information or assistance contact us at 785-239-9435 or

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Getting Down to Business

AUGUST 2010

Social Networking and Employment



The sudden popularity of online social networking, and the resulting lack of privacy, increases the potential for employment related discrimination. Currently, there are no state or federal laws preventing the use of online social networking sites for employment related searches like background checks and character judgment. Therefore, employers are researching applicants and current employees via online social networking and make hiring and firing decisions based on what they find.

In 2009 CareerBuilder compiled a survey detailing the types of information employers are looking for on social networking sites. According to that survey, "forty-five percent of employers reported that they use social networking sites to screen potential employees, compared to only 22 percent of employers last year. More than 2,600 hiring managers participated in the survey." In addition, the survey included questions about the information presented on the social networking sites; here are the results.

- Profile provided a good feel for the candidate's personality and fit within the organization — 50%
- Profile supported candidate's professional qualification — 39%
- Candidate was creative — 38%
- Candidate showed solid communication skills — 35%
- Candidate was well-rounded — 33%
- Other people posted good references about the candidate — 19%
- Candidate received awards and accolades — 15%
- Candidate posted provocative or inappropriate photographs or information — 53%

- Candidate posted content about them drinking or using drugs — 44%
- Candidate bad-mouthed their previous employer, co-workers or clients — 35%
- Candidate showed poor communication skills — 29%
- Candidate made discriminatory comments — 26%
- Candidate lied about qualifications — 24%
- Candidate shared confidential information from previous employer — 20%

Obviously, there are both costs and benefits associated with the use of social networking for employment purposes. In order, to ensure you are promoting a positive image on-line, here are a few tips.

Assume nothing is private. Do not post information on your social networking page that you do not want the world to see. Never, ever post foul language, provocative photographs, graphic videos, or any other potentially compromising information.

Use filters. Employ privacy settings and be discretionary about the individuals you allow to view your site. Do not hesitate to block negative comments or media and be aware that deleting information does not mean it disappears; archived information often remains blissfully intact in cyberspace.

Search yourself. In order to ensure that there is no negative information floating around about you, put yourself in the mind of a potential employer; go on-line and find out everything you can about yourself. Take an objective approach and make assessments based on what you find because you can be sure someone else will.



"Education is a social process. Education is growth. Education is, not a preparation for life; education is life itself." ~

John Dewey

"Far and away the best prize that life offers is the chance to work hard at work worth doing" - Theodore Roosevelt

Military Spouses Achieve at Cloud

Bravely facing the challenges of the military lifestyle and promoting an academic career, Military Spouses can reach their goals at Cloud Community College (CCC). Conveniently located outside Ft Riley, the CCC Geary County Campus offers day, evening, and on-line courses in order to accommodate community needs. Oftentimes, Military Spouses struggle with work, busy schedules, and childcare, but CCC strives to promote academic success regardless of time conflicts.

Military spouses have many financial options to pursue with CCC. Spouses attending CCC are eligible for Federal Financial Aid and scholarships. In addition, CCC participates in the My Career Advancement Account (My-

CAA) program through the Department of Defense (DOD); and don't forget about the new Post 911 GI Bill transfer option for spouses and dependents!

Programs at Cloud Community College allow Military Spouses to pursue portable careers which transfer easily to new duty locations. As a Service Members Opportunity College (SOC), a consortium of colleges willing to accept Military transfer students without impacting their degree program, CCC optimizes academic opportunity for Military Spouses. Military Spouses attending CCC can rest easy knowing the next Permanent Change of Station (PCS) will not keep them from staying on track with their academic goals.

Employment Readiness Program

The Employment Readiness Program (ERP) was established by Army Community Service to provide employment assistance to military spouses but over the years has expanded to assist all members of the "Army Family." ERP serves DOD ID card holders, including Family members of active duty, retired, or National Guard and Reserve components.

ERP offers

- A link to the Army Spouse Career Assessment Tool (ASCAT) to determine skills, improve your career situation, and increase your income opportunities
- Assist with preparing your resume and completing Non Appropriated Fund (NAF) applications.
- Educate on the difference between federal

employment resumes and private sector resumes

- Provide a computer lab to conduct job searches and updating of your resume
- Educate on the Army Civilian Personnel On-line (CPOL) website and Resumix resume builder
- E-mail notifications of employment opportunities with local and regional employers.
- Provide workshops on educational and training opportunities, interviewing skills, and career development
- Job Fairs

For assistance please call 785-239-9435 to attend one of our information filled classes or make an appointment today with one of our Employment Readiness Specialist to get the help you need.